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Tender

## **Graduation Gowning and Photography Services**

University of Nottingham

F02: Contract notice

Notice identifier: 2021/S 000-013314

Procurement identifier (OCID): ocds-h6vhtk-02bb75

Published 14 June 2021, 11:17am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

University of Nottingham

Kings Meadow Campus, Lenton Lane

Nottingham

NG7 2NR

#### **Contact**

Elizabeth Wheable

#### **Email**

[Elizabeth.Wheable@nottingham.ac.uk](mailto:Elizabeth.Wheable@nottingham.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKF14 - Nottingham

**Internet address(es)**

Main address

<https://www.nottingham.ac.uk/>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://in-tendhost.co.uk/universityofnottingham.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Education

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

Graduation Gowning and Photography Services

Reference number

1256 ITT EW

**II.1.2) Main CPV code**

- 18400000 - Special clothing and accessories

**II.1.3) Type of contract**

## Supplies

### **II.1.4) Short description**

The University requests tenders from sufficiently experienced and qualified suppliers to establish a Contract for the provision of Gowning and Photography Services. The University graduates approximately 9,000 students every academic year. The graduation ceremonies usually take place at the University Park Campus, in and around the David Ross Sports Village, the East Midland Conference Centre and marquees set up for the event. This Contract will be for the sole use of the University of Nottingham and the full requirements are detailed within the tender documentation. Tenderers will have the option to bid for either, or both services under separate Lots.

### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Gowning Services

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 18410000 - Special clothing
- 18318200 - Dressing gowns
- 18400000 - Special clothing and accessories

### **II.2.3) Place of performance**

NUTS codes

- UKF14 - Nottingham

### **II.2.4) Description of the procurement**

The University has a requirement for the support of a gowning company to support at

upcoming graduation ceremonies.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2.14) Additional information**

3 + 1 year contract.

## **II.2) Description**

### **II.2.1) Title**

Photography Services

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 79961300 - Specialised photography services

### **II.2.3) Place of performance**

NUTS codes

- UKF14 - Nottingham

### **II.2.4) Description of the procurement**

The University has a requirement for the support of a photography company to support at upcoming graduation ceremonies.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2.14) Additional information**

3 + 1 year contract.

## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

30 July 2021

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

30 July 2021

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The University of Nottingham

Nottingham

Country

United Kingdom